

U.S. MISSION, PAKISTAN - EMBASSY ISLAMABAD

VACANCY ANNOUNCEMENT NUMBER: 12-188

OPEN TO:	All Interested Candidates	OPENING DATE:	November 16, 2012
POSITION:	Investigator , FSN-9, FP-5*	CLOSING DATE:	November 29, 2012
POSITION NO:	DEA- 15		
WORK HOURS:	Full-time; 40 hours/week		
SALARY:	*Not-Ordinarily Resident: US\$50,043 p.a. (Starting salary) (Position Grade: FP-5 to be confirmed by Washington) *Ordinarily Resident: Rs.1,222,464 p.a. (Starting salary) (Position Grade: FSN-9)		

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

The U.S. Embassy in Islamabad is seeking an individual for the position of Investigator in the Drug Enforcement Administration Office.

BASIC FUNCTION OF POSITION:

Performs specialized investigative functions pertaining to narcotics investigations, including interpretation for Special Agents during informant and defendant de briefings. Assists Country Attaché (CA) and Assistant Country Attaché (ACA) in liaison with host country officials. Exercises oversight of counterparts. Corrects and reports to CA and ACA. Acts as lead investigator. Performs other related duties as assigned by the supervisor.

A copy of the complete position description listing all duties and responsibilities is available in the Human Resources Office.

QUALIFICATIONS REQUIRED:

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

- 1. EDUCATION:** Completion of 12 years of education is required.
- 2. EXPERIENCE:** Three years of progressively responsible investigative experience related to narcotic investigations with a U.S. Government organization or a host country law enforcement organization is required.
- 3. LANGUAGE:** Level III (good working knowledge) Reading/Writing/Speaking English and Urdu are required. This may be tested.
- 4. KNOWLEDGE:** Incumbent must have a good working knowledge of the Pakistan and USA Criminal Justice systems. Familiarity with local laws pertaining to Narcotics and undercover surveillance and investigative techniques is required. Knowledge of the Country of Pakistan and surrounding regions is required.
- 5. ABILITIES & SKILLS:** Must have an ability to maintain extensive contacts with officials of both the American and Pakistan Governments. Ability to exercise initiative and resourcefulness in obtaining information or evidence is required. Ability to train and supervise the work of others is required. Ability to draft reports in English and basic computer skills are required. These may be tested. Ability to safely operate motor vehicles, and possession of a valid Pakistani driving license for Motor Car/Jeep, is required.

SELECTION PROCESS:

When equally qualified, U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget and residency status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Current employees with an Overall Summary Rating of Needs Improvement or Unsatisfactory on their most recent Employee Performance Report are not eligible to apply.
4. Applicants for the position must meet the **required** qualifications as advertised in the vacancy announcement.
5. Current employees who have voluntarily reassigned/promoted from one position to another are not eligible to apply for **six months** from the effective date of the reassignment/promotion.
6. Current employees who have received any job-related training are not eligible to apply in another section/agency for **six months** from the effective date of the training.
7. Candidates need to indicate on the Application for Employment if any family member is working in the U.S. Mission, Pakistan and, if so, in which section.
8. U. S. Mission Pakistan will not bear any travel expenses for testing, interviews, pre-employments clearances (if selected) or relocating for joining.

TO APPLY:

Interested applicants must submit their completed [DS-174](#) (Application for Employment as LE Staff) by e-mail submission only at PakJobs@state.gov . The Vacancy Announcement Number (e.g. 12-188) must be mentioned in the subject line of the email.

Incomplete applications or submissions received after the closing date will not be considered. Please do not include your documents with the applications at this stage. Only those candidates meeting all the requirements will be contacted for a test/interview. To review all advertised positions, please visit Embassy website http://islamabad.usembassy.gov/employment_opportunities.html.

DEFINITIONS:

1. Ordinarily Resident (OR): A citizen of the host country or a citizen of another country who has the required work and/or residency permit for employment in country.
2. Not-Ordinarily Resident (NOR): Typically NORs are U.S. citizen EFMs (Eligible Family Members) and family members of United States Government personnel who are on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.

CLOSING DATE FOR THIS POSITION: November 29, 2012

U. S. Mission, Pakistan is an equal opportunity employer. All applicants will receive consideration without regard to race, color, religion, gender, national origin, disability, age, sexual orientation, social status, or political ideologies/affiliation.